

PART 400 [RESERVED]

PART 401—PRIVACY AND DISCLOSURE OF OFFICIAL RECORDS AND INFORMATION

Subpart A—General

- Sec.
401.5 Purpose of the regulations.
401.10 Applicability.
401.15 Limitations on scope.
401.20 Scope.
401.25 Terms defined.

Subpart B—The Privacy Act

- 401.30 Privacy Act and other responsibilities.
401.35 Your right to request records.
401.40 How to get your own records.
401.45 Verifying your identity.
401.50 Granting notification of or access to a record.
401.55 Access to medical records.
401.60 Access to or notification of program records about more than one individual.
401.65 How to correct your record.
401.70 Appeals of refusals to correct records or refusals to allow access to records.
401.75 Rights of parents or legal guardians.
401.80 Accounting for disclosures.
401.85 Exempt systems.
401.90 Contractors.
401.95 Fees.

Subpart C—Disclosure of Official Records and Information

- 401.100 Disclosure of records with the written consent of the subject of the record.
401.105 Disclosure of personal information without the consent of the subject of the record.
401.110 Disclosure of personal information in nonprogram records without the consent of the subject of the record.
401.115 Disclosure of personal information in program records without the consent of the subject of the record.
401.120 Disclosures required by law.
401.125 Disclosures prohibited by law.
401.130 Freedom of Information Act.
401.135 Other laws.
401.140 General principles.
401.145 Safeguards against unauthorized redisclosure or use.
401.150 Compatible purposes.
401.155 Law enforcement purposes.
401.160 Health or safety.
401.165 Statistical and research activities.
401.170 Congress.
401.175 Government Accountability Office.
401.180 Disclosure under court order or other legal process.
401.185 Other specific recipients.

- 401.190 Deceased persons.
401.195 Situations not specified in this part.
401.200 Blood donor locator service.

APPENDIX A TO PART 401—EMPLOYEE STANDARDS OF CONDUCT

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Subpart A—General

§ 401.5 Purpose of the regulations.

(a) *General*. The purpose of this part is to describe the Social Security Administration (SSA) policies and procedures for implementing the requirements of the Privacy Act of 1974, 5 U.S.C. 552a and section 1106 of the Social Security Act concerning disclosure of information about individuals, both with and without their consent. This part also complies with other applicable statutes.

(b) *Privacy*. This part implements the Privacy Act by establishing agency policies and procedures for the maintenance of records. This part also establishes agency policies and procedures under which you can ask us whether we maintain records about you or obtain access to your records. Additionally, this part establishes policies and procedures under which you may seek to have your record corrected or amended if you believe that your record is not accurate, timely, complete, or relevant.

(c) *Disclosure*. This part also sets out the general guidelines which we follow in deciding whether to make disclosures. However, we must examine the facts of each case separately to decide if we should disclose the information or keep it confidential.

§ 401.10 Applicability.

(a) *SSA*. All SSA employees and components are governed by this part. SSA employees governed by this part include all regular and special government employees of SSA; experts and consultants whose temporary (not in